

MINUTES

Regular Meeting of the
Nichols Hills Building Commission
Tuesday, May 19, 2020 at 4:00 PM
City Hall, 6407 Avondale Drive
Nichols Hills, OK 73116

Original agenda filed in the Office of the City Clerk at 3:40 PM on the 14th day of May, 2020.

1. Call to Order
2. Roll Call

Attendee Name	Title	Status	Arrived
Larry Herzel		Present	
Sam Gresham		Present	
John Lippert	Chairman	Present	
Tori Raines		Present	
Rusty Caston		Present	

3. Citizens Desiring to be Heard

The purpose of this time is to allow members of the public to speak to the Building Commission on any matter that is not otherwise set for consideration on this Agenda.

No one expressed a desire to be heard.

4. Minutes

- a. April 28, 2020 Minutes

MOTION: Caston moved to approve the April 28, 2020 minutes amending item 5b to read: "Mr. Mark Doescher spoke to the Commission on the privacy issue asking that the upstairs windows be glazed with obscure glass" and "Mrs. Susan Hanna spoke to the Building Commission on the nonpermeable paving being included in the lot coverage." Gresham seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Rusty Caston
SECONDER:	Sam Gresham
AYES:	Herzel, Gresham, Lippert, Raines, Caston

5. Items for Separate Vote

Items listed in this section of this Agenda are usually discussed, considered, and voted on individually by the Building Commission.

Discussion, consideration, and possible approval of the following:

- a. Discussion, consideration, and possible action regarding requiring potential Certificate of Approval applicants meet with staff prior to submitting such applications or at other times prior to Building Commission consideration of applications.

Building Commission members and staff discussed amending the Building Commission Information and Checklist to help applicants complete the application process by adding a required meeting with the applicant, City staff and a commissioner prior to filing the application. This meeting would provide useful information to the applicant but would not obligate the City to accept the application.

Rex Massey, president of Rex Massey Construction, Inc., spoke to the Building Commission members in favor of a preliminary meeting.

The commissioners directed staff to include in the Building Commission Review Information and Checklist under the Certificate of Approval application process: (1) A staff meeting requirement for the applicant, builder, one or more Nichols Hills Building Commissioner (but not a quorum), and Nichols Hills City staff to meet and discuss the required submissions; (2) Site plan depicting centroid elevation and all adjacent development; (3) Applicant provides a contact number for commissioners to use if they have any questions on the application.

6. Public Hearings

Discussion, consideration, and possible approval of the following:

- a. Certificate of Approval Application - 1812 Drury Lane, Nichols Hills, OK.

Mr. Bruce Bockus, architect with Bockus Payne and Associates PC Architects, presented the application on behalf of the applicants to the Nichols Hills Building Commission.

MOTION: Caston moved to approve agenda item 6a as presented. Herzel seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Rusty Caston
SECONDER:	Larry Herzel
AYES:	Herzel, Gresham, Lippert, Raines, Caston

7. Adjournment

MOTION: There being no further business, Caston moved to adjourn the meeting. Gresham seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Rusty Caston
SECONDER:	Sam Gresham
AYES:	Herzel, Gresham, Lippert, Raines, Caston



Chairman
Building Commission
City of Nichols Hills, Oklahoma



City Manager
Building Commission
City of Nichols Hills, Oklahoma



City Clerk
City of Nichols Hills, Oklahoma